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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

FROM : Chief Instructor, Intelligence Orientation

SUBJECT: Weekly Activities Report, 2 - 9 October 1956

DATE: 9 October 1956

1. Significant Items:

Nothing to report.

2. Other Activities:

a. The first week of IO#2 ended on Friday, 5 October. The extra hour devoted to the Organization Seminar enabled the staff to cover the material more satisfactorily than in IO#1. The new Review Seminar on Organization was apparently successful. The Seminar on the Intelligence Cycle needs to be worked on before IO#3 in order to insure maximum value to the students.

b. ORR borrowed the charts which are used in the Intelligence Products Exhibit. The charts were used in a special briefing given by ORR to members of the Office of Personnel.

c. The Training Evaluations for IO#1 were completed and forwarded to A&E on 9 October.

25X1 d. Mr. [] discussed the establishment of deadlines for various aspects of course preparation. A Course Preparation Check List is being prepared as a guide to insure sufficient lead time for preparation of items such as schedules, seminar assignments, acquisition of seminar rooms, incorporation of new material and other recurring items of course administration.

25X1 e. On 9 October, Messrs. [] of the IT Course, met with C/IS to discuss details of the handling of the several forthcoming offerings of the Writing Workshop.

25X1 f. It was necessary to change the lecture, "Policy and National Intelligence Estimates", from Friday, 5 October to Wednesday, 10 October to accommodate the lecturer, Mr. [], Special Assistant to the DD/I for NSC Affairs.

g. The lecture, "Production of Intelligence", given by Mr. Robert Amory contributed significantly to the course. We are pleased that Mr. Amory appeared before the class and hope that we can induce him to become the regular guest speaker.

25 YEAR RE-REVIEW

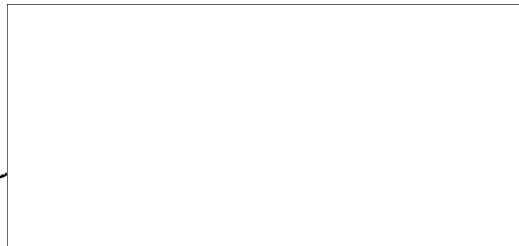
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3. Personnel Notes:

25X1 a. [] returned from annual leave on Monday,
8 October 1956.

25X1 b. [] was on annual leave Friday, 5 October
and Monday, 8 October 1956.



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